

Montana Department of
Public Health & Human Services

Section:

**Child Protective Services Child Care Under
The Best Beginnings Scholarship Program**

CHILD CARE

Subject:

CFSD & CCR&R Coordination

Supersedes: Child Care 4-1 (5/1/05)

References: Sections 37.80.101, 37.80.202, 37.80.203, 37.80.205, 37.80.206, 37.80.301, 37.80.501 ARM
45 CFR Part 98

General Rule To qualify for Child Protective Services (CPS) child care, the child must need care because of the danger of neglect or abuse. The physical or emotional risk to the child needs to be documented in the case record. Some families may be required to pay for child care services, as determined on a case-by-case basis.

Age Requirement A child is eligible for a CPS Best Beginnings Child Care Scholarship through age 18. When approving a child older than age 12:
⇒ Select “Court Supervised 13-18 Yr-Old (CPS)” on the child’s ‘Person’ screen/’Special Needs’ tab, as appropriate.

Child Care Providers Child care providers must either be licensed or registered in order to care for CPS children. An exception may be granted by the Regional Administrator to allow a Legally Unregistered child care provider to serve a CPS child, however, IV-E funds cannot be used to pay a LUP/LUI.

Eligibility A Social Worker with the DPHHS Child and Family Services Division (CFSD) determines a family’s need for child protective services (CPS) child care. The Social Worker may have several options for child care. All CPS child care is administered by the Child Care Resource and Referral (CCR&R) agencies. When the Social Worker selects a CPS child care scholarship through the CCR&R, a referral is made for each individual child.

2 Funding Options at the CCR&R: Two funding options are available for child care scholarships administered through CCR&Rs; TANF and non-TANF.

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Referral Form

A Social Worker, who selects the Best Beginnings Child Care Scholarship program, refers each child who needs care to the local CCR&R using the Child Care Referral – Electronic Form, CFSD Child Care Referral [date].doc Use the form as follows:

- ⇒ Tab to each grey box to type in the blanks. Click on each drop-down box to view choices.
- ⇒ Complete one referral for each sibling. (Save the file, edit, and then use 'File: Save-As' for siblings.)
- ⇒ E-mail the completed form as an attachment to your Child Care Resource and Referral agency.
- ⇒ Save this document file for future child care updates, and print this document, as needed.

CCR&R: If a child is currently receiving a child care scholarship, coordinate with CFSD Social Worker to determine if care can continue under the current child care program.

**CPS TANF Child
Care**

CPS TANF child care may follow a child who is removed from a TANF household for up to 90 days.

- ⇒ Set up one case per CPS child and the child as the head of household.
- ⇒ Set up the child care certification plan to coincide with the end of the 90-day limit. After the end of the 90-day period, a different funding option must be considered if the child still needs care.
- ⇒ Select program type: Child Protective Services.
- ⇒ Select fund account: TANF State General Fund.
- ⇒ Select reason for child care: Child Protective Services.
- ⇒ Select single parent family: Not applicable CPS.

NOTE: A child-only TANF Cash grant alone does not qualify a child for CPS TANF child care. The child may qualify for CPS Non-TANF child care. (See non-TANF Child Care Scholarship eligibility requirements.)

CPS Non-TANF

A child in need of CPS child care who does not qualify for other child care

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scholarships may be referred to the CPS Non-TANF Child Care program. Funding for this program is very limited.

- ⇒ Set up one case per CPS Child, with the child as the head of household.
- ⇒ Select program type: Child Protective Services.
- ⇒ Select fund account: Non-TANF State General Fund -or- CCDF.
- ⇒ Select reason for child care: Child Protective Services.
- ⇒ Select single parent family: Not applicable (CPS.)

**CFSD Child Care
Options**

The Child and Family Services Division may have other CPS child care options that are managed on the Child and Adult Protective Services (CAPS) computer system:

- ☐ Emergency Assistance Child Care.

**Rate for a Child
with Special Needs**

To qualify for a special needs rate, the Social Worker must include a reference to the special need in the child's approved case plan. The special needs evaluation must accompany the child care referral form. The Social Worker will work with the CCR&R Early Childhood Specialist to complete the Special Needs Subsidy Rating Scale to determine an appropriate rate for child care. The process may involve gathering documentation and consulting with medical professionals.

Foster Children

The department may pay for CPS child care during the time foster parents spend at work, in training, counseling, or similar activities which are directly connected to their ability to care for foster children in their home.

Refugee Children

Eligibility for CPS child care of refugee children is determined by the same procedure as for all other recipients.

